

Conflict Mitigation through Community Mediation Program

Report on Quarterly Project Progress (Q1-Y1) (Milestone No. 48)

Submitted by



Mandwi

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Acronyms

CMCM	Conflict Mitigation through Community Mediation
OCA	Organization Capacity Assessment
OCAT	Organization Capacity Assessment Tool
FOG	Fixed Obligation Grant
NGO	Non-Governmental Organization
M & E	Monitoring and Evaluation Officer
RBA	Rapid Baseline Assessment
GON	Government of Nepal
P2P	People to People
DNH	Do No Harm
VDC	Village Development Committee
DDC	District Development Committee
GA	General Assembly
DAO	District Administration Office
PAN	Permanent Account Number
HR	Human Resource

1. Overview

This CMCM Program is in its initial phase and till now Mandwi has already submitted its first and second Milestone Report to USAID. So far, Mandwi has been able to properly set up its office at Gaur and almost all office equipments have been bought and systematically organized. Out of six Partner Offices, Partner Agreements have been fruitfully finalized with five of them. The sixth Partner Office (Samagra) will also be part of this CMCM program (for Siraha district) after modification on FOG is completed (which is in process).

The process of staff hiring has also been effectively completed. Well educated and knowledgeable staffs with wide experience have been appointed to manage CMCM Program. OCA has also been successfully organized which has thoroughly analyzed Mandwi's strong as well as weak points which are mentioned in the OCA Report.

2. Political/Security Context

As is evident to all, Nepal has been undergoing a drastic transformation: politically and socially. After the successful completion of second Constituent Assembly elections things are returning to normalcy and the common people are optimistic about the drafting of the new constitution which everyone believes, will be inclusive, progressive and will lead Nepal towards development.

From political and security context there is nothing to be alarmed about and the situation is very stable and fruitful and apparently, our Conflict Mitigation through Community Mediation (CMCM) Project is ensured to be successful. Hence, the mass of our target districts will be able to reap the benefits of CMCM Project. We are assured about this.

3. Progress on OCAT

OCA (Organization Capacity Assessment) was successfully conducted by Monitoring and Evaluation Expert Bharat Karki from 20th June to 22nd June, 2014 at Mandwi's office in Gaur. It was found from the OCA that Mandwi had never done such systematic rigorous assessment before.

This OCA provided a vivid picture of Mandwi, its strength and areas for improvement. Now, Mandwi and any donor can easily monitor and evaluate Mandwi's success and failure over the period of time by reviewing OCA after 6 months.

During the OCA assessment, interview, group discussion, interaction between staffs, board members, documentation verification, observation, form fill up activities were undertaken to carry out full assessment. In this OCA, specific indicators, structured questionnaires, formats,

indicators explanation sheet, data analysis chart, spider diagrams were used as tools to gather information.

It was found through OCA that Mandwi is in low risk. However, there are several areas identified for improvement as Mandwi scored 61.25 out of 100. It was recommended by OCA that Mandwi needs to develop capacity development plan based on the improvement areas identified from OCA.

According to OCA, some of Mandwi's strong areas are as follows:

- Roles and responsibilities of board members are clearly written and well documented.
- Projects are well linked to government policies and working government stakeholders and other structures.
- Annual performance assessment and feedback system is in place.
- Policy is available with clear reporting for financial irregularities, fraud and corruption.
- There is sufficient physical infrastructure, equipments and strong financial position to run programmes.
- Good relationship has been maintained with government stakeholders.
- Policy and guidelines are available for the Book of Account.
- Reports are generated yearly and shared to stakeholders to some extent.
- There is fair election and selection of board members by GA and good democratic practice is found while electing or selecting board members.
- Mandwi is very good in DAO registration and renewal process. It is also up to date in PAN registration.

According to OCA, some recommendations for Mandwi are as follows:

- There is a need to formalize and regularize a systematic field or experience sharing practice among all staffs.
- Mandwi needs to organize joint monitoring involving major stakeholders at least once a year.
- Electronic database has to be managed to keep record of HR information and some structured questions related to local conflict or local issues need to be incorporated in the HR process.
- Mandwi needs to develop a mechanism which supports to raise concern systematically if financial irregularities take place.
- Mandwi should share annual reports to stakeholders which will help for visibility of achievements.
- Mandwi needs to develop a strategy or guideline for local level conflict and inclusion issues and make it accessible and understanding to all staffs.
- Mandwi should develop database where conflict and social inclusion related data are managed. It should also develop a strategy for advocacy of conflict and inclusion issues at local level.
- Mandwi needs to develop a strategy to build good relationship with local level conflict mitigation groups.

4. Challenges

Although there are no prime challenges in Mandwi's path but however, one challenge faced by Mandwi in CMCM Project was the withdrawal of one of Mandwi's local Partner – Sanskar Mithila from Siraha District. In place of Sanskar Mithila another well reputed NGO had to be finalized by Mandwi which was little challenging but in the end the outcome was fruitful.

Samagra, a renowned NGO, has been finalized and the necessary documents are being processed. It will be finalized very soon. This change does not affect CMCM Project in any adverse way and Samagra has a decent reputation in NGO sector but unexpected withdrawal of Sanskar Mithila delays the partner agreement signing and other activities as well.

Another hurdle that Mandwi had to face in CMCM Program was the resignation of M&E Officer Ajit Shrivastav. Due to some unavoidable circumstances M&E Officer had to leave CMCM Program. But Mandwi has not let this turn into a major problem as it has already advertised for vacancy and even diligent candidates have been successfully shortlisted and thoroughly interviewed on various levels. The new M&E Officer will be finalized by this week.

5. Accomplishments

Within a short span of time Mandwi has to its name few achievements. Firstly, office has been decently set up and almost all office equipments (such as laptops, printers) have been purchased and well organized.

Secondly, Partner Agreement signings have been successfully finalized with five Partner Offices (out of six). The remaining sixth Partner Office (Samagra) will be also part of this CMCM program for Siraha district after modification on FOG is completed (which is in process).

Thirdly, staff hiring has also been effectively completed. Well knowledgeable staffs with extensive project experience have been hired to manage CMCM Program and propel it towards the horizon of success. Lastly, OCA has been fruitfully organized which has truly analyzed Mandwi's capacity in a meticulous manner.

6. Lessons Learned

Through achievements gained by Mandwi's hardwork it has learned that CMCM Program can be successfully completed and all its goals and objectives can be attained within the given timeframe. Mandwi has gained significant knowledge by organizing scrupulous OCA which has vividly elaborated its strong as well as few weak points.

Through OCA Mandwi has learned that it should coordinate better with stakeholders for timely attainment of goals. Another important lesson learned from OCA is that Mandwi needs to

formalize and regularize experience sharing practices among all staffs. From the OCA report Mandwi has also learned some good lessons about its areas of strength. It has been clarified by OCA that Mandwi's projects are well linked to government policies and working government stakeholders and other structures. It was also revealed through OCA that Mandwi has sufficient physical infrastructures, equipments and strong financial arrangement to run programs.

There are many more lessons which Mandwi has learned by analyzing the OCA report. Overall, the scenario is very positive and we have gained much useful information from OCA.

7. Success Stories

Although the main success stories are yet to come when we begin implementing the mediation and advocacy programs but till now our main success story is the smooth continuation of our program activities without major stumbling blocks.

Mandwi has been able to achieve what it believed to achieve within these few months of time and in future there is a lot more yet to be achieved.

8. Next Quarter Plan

Some major tasks that are included in the next quarter plan are as follows:

- Partners' capacity will be assessed using OCA and Action Plan will be developed.
- Partners' training will be conducted. Workshops on P2P Approach, Conflict-and-Gender-Sensitivity and Do-No-Harm will be conducted.
- District and Village Level GON coordination will be established and there will be subsequent GON involvement in VDC selection.
- All 36 Master Trainers will be selected.
- Masters Trainers' training will be prepared.
- Masters Trainers will be trained.
- All 648 Community Mediators will be selected from 24 VDCs in 6 districts.
- Community Mediation training will be prepared.
- M & E framework will be drafted and staffs and project partners will be trained.
- RBA will be finalized.

9. Summary Performance Indicator Data

Summary performance indicator data is in process to be finalized.

10. Annex

9.1 List of Milestone Reports and Dates Delivered to USAID

1. First Milestone report delivered to USAID on May 20, 2014.

Brief Explanation: The first Milestone Report included the recruitment process summary, bio/resume and signed contracts of all the staffs along with the staff organogram. Furthermore, in the first Milestone Report, were the pictures of office equipments (laptops and printer), inventory list and job description of all the staffs. Through this first Milestone Report vital information about newly hired Mandwi staffs and their recruitment process was clearly brought forward.

2. Second Milestone report delivered to USAID on July 15, 2014.

Brief Explanation: The second Milestone Report included Organization Capacity Assessment (OCA) Report of Mandwi. Inside the OCA Report various aspects were mentioned: Background, Objectives, Methodologies, OCAT Cycle, Tools and Process, Findings, Recommendation and Learning. Along with all these some snaps taken during the OCA were also included in this second Milestone Report which vividly illustrated the actual OCA scenario at Mandwi office.

Moreover, as an integral part of OCA Report, a MS Excel file (prepared by M & E Expert Bharat Karki) was also attached along with the Second Milestone Report which included details such as Indicator Explanation, Assessment Form, Analysis, Spider Diagram and Recommendations.

9.2 Updated M&E Indicator Data

This is not complete yet. It is still in progress and will take some more time. It will be forwarded to USAID once it is complete.

9.3 Snaps

Snap 1

Signing the Agreement Paper with Partner Office



Snap 2

Signing the Agreement Paper with Partner Office



Snap 3

Signing the Agreement Paper with Partner Office



Snap 4

Handing Over of Partner Agreement



Snap 5

Handing Over of Partner Agreement



Snap 6

Mandwi Staffs Participating in OCA



Snap 7

M&E Expert Explaining About OCA to Mandwi Staffs through His Presentation



Snap 8

Office Equipments Purchased



Snap 9

Office Equipments Purchased

